

MICHIGAN DEPARTMENT OF STATE
Bureau of Automotive Regulation
Licensing Section
Lansing, Michigan 48918-1210

(517) 373-9460 or TTY (517) 485-5530

DEPARTMENT USE ONLY:

Approved: _____

By: _____

VEHICLE DEALER LICENSE APPLICATION CHANGE OF NAME AND/OR CHANGE OF ADDRESS

SECTION A

1. CHANGE APPLIED FOR

Indicate the change(s) you wish to make:

- ☐ Change of business NAME only (Complete SECTION A and SECTION C only)
- ☐ Change of business ADDRESS only (Complete ALL SECTIONS except Item 3)
- ☐ Both changes (NAME AND ADDRESS) (Complete ALL SECTIONS)

2. CURRENT BUSINESS NAME AND DEALER LICENSE NUMBER

Old Business Name _____

Dealer License Number _____

3. NEW BUSINESS NAME

If you are changing your business name, enter your new business name in this blank. Corporations using assumed names must fill in the blank as follows: corporate name d/b/a assumed name.

A corporation changing its corporate name must attach a copy of the amendment to the articles of incorporation. A corporation using an assumed name must attach a copy of its assumed name filing. In either case, contact the Michigan Department of Commerce. All others attach a copy of your county assumed name filing. Contact your county clerk to file.

SECTION B

4. NEW BUSINESS ADDRESS AND TELEPHONE NUMBER

Note: Rural Route or Post Office box numbers alone are inadequate. The actual location must be identified.

Street _____

City _____

County _____

Zip Code _____

Area Code and Telephone Number _____

5. DATE OF CONTEMPLATED MOVE _____

6. YOUR PLACE OF BUSINESS

Attach a sketch or photograph which accurately shows the physical dimensions of the proposed place of business.

Approximate size in square feet of the area to be used to display vehicles (Outside) _____ (Indoors) _____

What is the greatest number of vehicles you will have for sale or storage on your lot at any given time _____

7. LICENSE CLASSIFICATIONS

Check all of the classifications you are licensed to do business in. You may also check any additional classifications if they are compatible with your present license. The following license classifications are compatible: (1) "A", "B", "C", and "E"; (2) "C", "E", and "F"; and (3) "D" and "G". Refer to your wall license for a description of activities your present license covers or contact the Licensing Section at (517) 373-9460.

- ☐ Class "A" - New Vehicle Dealer - May buy and sell new vehicles.
- ☐ Class "B" - Used Vehicle Dealer - May buy and sell used vehicles.
- ☐ Class "C" - Used Vehicle Parts Dealer - May buy and dismantle vehicles to sell parts and remaining scrap. May buy and sell used late model major component parts.
- ☐ Class "D" - Broker - Is involved in arranging vehicle sales for others by bringing together buyers and sellers. Does not take ownership of the vehicle.
- ☐ Class "E" - Distressed Vehicle Transporter - May buy vehicles only for resale to Class "C" or Class "F" Dealers.
- ☐ Class "F" - Vehicle Scrap Metal Processor - May buy vehicles and process them into scrap metal for remelting.
- ☐ Class "G" - Vehicle Salvage Pool - May only store and display for sale vehicles owned by insurance companies.
- ☐ Class "R" - Automotive Recycler - May buy and dismantle vehicles to sell parts and remaining scrap. May buy and sell late model major component parts.

(over)

8. ZONING APPROVAL (To be completed by Zoning Authority)

The zoning authority for the jurisdiction in which your new lot is located must complete this item. Note: In Detroit, contact the Department of Buildings and Safety Engineering, Zoning Division, 4th floor, City-County Building. Elsewhere, contact the city or township clerk.

ZONING AUTHORITY - The license applied for would permit, but not require, performance of all business activities described where checked in Item 7. Zoning authorities may limit, in accordance with local ordinances, the business activities permitted at the licensed location. Violations of local zoning ordinances which are not also violations of the Michigan Vehicle Code will not result in suspension or revocation of the license.

Please check the appropriate category, enter the class(es) applied for in Item 7, and complete the signature portion of this item.

- ☐ Location is approved for class(es) checked in Item 7.
☐ Class(es) checked are _____.
☐ Location is approved subject to special conditions for class(es) checked in Item 7. Class(es) checked are _____.
☐ Location is approved for class(es) checked in Item 7 because there is no zoning ordinance in effect. Class(es) checked are _____.
☐ Location is not approved for class(es) checked in Item 7 because _____.
☐ Location is not properly zoned. Class(es) checked are _____.

Signature of zoning authority	Date
Name and title of zoning authority (Please type or print)	
Jurisdiction (City, Township, etc.)	Phone Number ()

9. SERVICE FACILITIES (Class "A" and "B" Dealers Only)

The Michigan Vehicle Code requires class "A" or "B" dealers to have adequate servicing facilities. You satisfied this requirement for your original license either by being registered as a repair facility or by contracting with a registered repair facility.

If you are now a registered repair facility and are moving to a new location, attach a letter addressed to the Repair Facility Division notifying them of your change of address.

If you intend to open a new repair facility at this location or will be entering into a new agreement with a registered repair facility, contact the Licensing Section at (517) 373-9460 for instructions.

Please check one of the following:

- ☐ The service agreement originally filed is still in effect.
☐ I am registered as a repair facility and there will not be a change in its location.
☐ I am moving my registered repair facility to a new location and have attached a written notice of this change.
☐ I am applying for a repair facility registration for this location.
☐ I am attaching a copy of a service agreement with a registered repair facility.

10. BRANCH DESIGNATION (Class "A", "B", "C", "D", "E", "G", and "R" Dealers) Complete only if you wish to change designated branch offices.

Indicate which Secretary of State branch offices you wish to use to process your dealer transactions:

Branch Name	Street Address	City	Branch Number

SECTION C**11. STATEMENT - CAREFULLY READ BEFORE SIGNING.**

I certify that the statements contained in this application are true and that I, as owner, partner, or an officer or director of the corporation, have authority to sign this application and to make the statements contained herein. I understand that any misleading, incomplete, or false statement shall be grounds for denial of this application or the suspension or revocation of my license.

I stipulate and agree that any legal process affecting this business served on the Secretary of State or his/her deputies shall have the same effect as if personally served on me and all other owners of this business, if any. I further agree that this appointment shall remain in force as long as any liability of this business remains outstanding within the State of Michigan.

I hereby certify that the business named in Item 1 maintains, and will maintain once a license is issued, an established place of business. An established place of business means the place actually occupied either continuously or at regular periods where books and records are kept and a large share of business is transacted.

If I am granted a Class "A", Class "B", or Class "D" vehicle dealer license, I certify that I have and shall maintain a vehicle dealer surety bond in the amount \$10,000 (ten thousand dollars) for as long as this license is in effect.

Signature	Printed Name	Title	Date
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